

# Native Language Preservation

## A Reference Guide for Establishing Archives and Repositories

### Chapter 1

*Why Preserve Native Heritage Language  
Materials?*

### Chapter 2

*What to Preserve: A Practical Approach to  
Preservation*

### Chapter 3

*What Is a Language Repository?*

### Chapter 4

*How to Build Infrastructure to Preserve  
Native Language Materials*

### Chapter 5

*Where to Locate Resources in Selected Native  
Repositories and  
How to Find Selected Native Languages Materials*

### Chapter 6

*Where to Locate Resources in Selected  
Educational, Federal and Other Repositories*

### Chapter 7

*What Does Preservation Cost?*

### Appendix

# Native Languages Archives Repository Project

## Reference Guide

### Table of Contents

<i>Executive Summary and Recommendations</i>	<i>i</i>
<i>Foreword</i>	<i>x</i>
<b>Chapter 1</b>	<b>Why Preserve Native Heritage Language Materials? 1</b>
	Preface
	U.S. Policy Respecting Native American Heritage Languages 3
	Voices of Language Warriors on Preservation of Heritage Languages and Materials 3
	A Perspective on Language Preservation: Historical Trauma Response 4
	Preservation of Native Languages 5
	The Research Literature 7
	Elders of Native Nations and Native Languages Communities 8
	Yakama Nation Language Elders 8
	Preservation in Native Language Communities 9
	Chickaloon Village Traditional Council 10
	Lakota Language at Sinte Gleska University 11
	Zuni Pueblo A:shiwí Language 12
	Survey of Native Language Programs in Selected School Districts in Alaska 13
	Survey of Selected Native Language Programs and Archives in Selected States 16
	Eastern and Southern States 16
	Minnesota 17
	South Dakota 18
	Oklahoma 18
	Chapter Notes: "Why Preserve Native Heritage Language Materials?" 20
<b>Chapter 2</b>	<b>What to Preserve: A Practical Approach to Preservation 22</b>
	A Perspective on What to Preserve 22
	General Guidelines 23
	What to Preserve: A Viewpoint from Linguistics 24
	What Are the Priorities? Why Prioritize? 26
	Why Preserve Anything and Other Questions 27
	Cherokee Nation Language Preservation 28
	Comanche Language Preservation and New Media Technology 28
	Santa Clara Pueblo's Tewa Language Preservation Objectives 30
	Preserving Specific Newspapers, Dictionaries and Other Collections 31
	Preservation of History and The Archives at Haskell Indian Nations University 32
	Survey of Selected Native Language Programs and Archives in California 33
	Chapter Notes, "What to Preserve" 41
<b>Chapter 3</b>	<b>What Is a Language Repository? 42</b>
	Language Repositories: Options and Considerations 42
	Electronic Language Repositories 43
	What Is an Electronic Language Repository? 43
	Lenape Language Project 44

Ulukau, Language Revitalization for Hawaiians	44
American Indian Studies Research Institute	44
NMAI and Queensland University's Indigenous Knowledge Management System	46
NMAI's Metadata Effort	48
Education and Scholarship	48
Reasons for Creating an Electronic Language Repository	49
Building an Electronic Language Repository	50
The Trail to Building a Virtual Language Repository	52
Conclusion	55
Physical Repositories	56
Building a Physical Repository	56
Remodeling an Existing Structure	60
Hazardous Materials and Contaminated Objects in Archives, Repositories and Museum Collections	63
Resources on Hazardous and Contaminated Materials	66
<i>Chapter Notes, "What Is a Language Repository?"</i>	67

<b>Chapter 4</b>	<b>How to Build Infrastructure to Preserve Native Language Materials</b>	<b>70</b>
	What Is Infrastructure?	70
	Human Resources	70
	Place	71
	Types of Programs	71
	Ethical Standards for Use of Cultural Properties	72
	Considerations in Sharing Materials	72
	How Materials Can Be Shared	74
	Internal Application	74
	External Application	75
	Tools for Preserving	75
	Tribal Codes and Ordinances	75
	In Relation to a Program Repository	76
	In Relation to Tribal Laws about Language	76
	In Relation to the Protection of Cultural Property	76
	Operational Procedures	79
	Sample Forms	78
	Consent to the Use of Language Information	78
	Consent to Restrictions	78
	Explanation of Copyright	79
	History	79
	Ownership and Transfer of Ownership	81
	The Exclusive Rights of Copyright Owners	81
	Fair Use Doctrine	82
	Duration	82
	Renewal	82
	Publishing	82
	Other Intellectual Property	83
	Repository Copyright Policies	83
	Intent, Objectives and Scope	83
	Compliance with Native Directives – Restrictions	83
	Compliance with Applicable Federal Laws	85
	Ownership of Copyright	85
	Licensing Agreements	85
	Memorandum on Available Resources	86
	Problems in the Determination of Copyright	86
	Federal Copyright	86
	Unknown Copyright Ownership	86

Older Works	86
Tribal Copyright	86
Native American Archivists	87
Model Code of Ethics for Language Archivist	91
Introduction	91
Code	91
Model Job Description for Language Archivist	94
Conducting a Language Survey: Methods to Determine the Status of a Native Heritage Language in the Community	94
Disaster Preparedness	100
Protecting Vital Records	101
Staff Training	101
Preventative Monitoring Schedules	102
Procedures for Salvage of Water Damaged Materials	103
How Water Affects Books and Unbound Materials	104
Estimating Water Absorption	104
Coated Papers	105
Archival Box Files	105
Access	106
Stabilizing the Environment	106
Assessment of Damage and Planning for Salvage	107
The Recovery Team	107
Preliminary Steps in the Evacuation from Water-Damaged Areas	108
Removal and Packing of Water-Damaged Materials–The Work Force	108
Removal from Water-Damaged Area–The Catalog and Other Records of the Collection	109
Removal and Packing	109
Disposition of Remaining Materials and Cleaning of Water-Exposed Areas	110
Cleaning After a River Flood	110
Thorough Washing to Remove Heavy Deposits of Mud	111
Principles of Stabilization by Freezing	111
Cold Temperature Storage Conditions	112
Preparation for Freezing	112
Containers and Methods of Packing for Freezing	113
Vacuum and Freeze Drying Technologies	114
Rehabilitation After Drying	115
Evaluation of Loss	116
Summary of Emergency Procedures	116
Recommended Reference Materials	117
<i>Chapter Notes, “How to Build Infrastructure to Preserve Native Language     “Materials”</i>	119

<b>Chapter 5</b>	<b>Where to Locate Resources in Selected Native Repositories and How to Find Selected Native Language Materials</b>	<b>120</b>
	Searching, Obtaining and Updating Resources	120
	Native Language Materials and Resources in Selected Native Archives and Repositories: Summaries of Site Visits and Surveys	121
	Alu Like Center – Native Hawaiian Library of Alu Like, Inc.	122
	Cherokee Nation – Cherokee Nation Heritage Center	123
	Chickasaw Nation – Archives	124
	Indian Pueblo Cultural Center – Institute of Pueblo Indian Studies	124
	Karuk Tribe – Archives	125
	Makah Tribe – Makah Museum	126

Mashantucket Pequot Nation – Mashantucket Pequot Museum and Research Center	126
Navajo Nation – Navajo Nation Museum	127
Seminole Tribe of Florida – Ah-Tah-Thi-Ki Museum	129
Seminole Tribe of Florida – Educational and Cultural Departments	129
Tuzzy Consortium Library	130
How to Find Selected Native Language Materials	130
Mohegan Language Sources	130
Mohegan Language Bibliography – Archives	134
Algonquian Languages Sources	146
Catawba Language Sources	149
Iroquoian Languages Sources	152
<i>Chapter Notes, “Where to Locate Resources in Selected Native Repositories and How to Find Native Language Materials</i>	155

<b>Chapter 6</b>	<b>Where to Locate Resources in Selected Educational, Federal and Other Repositories</b>	<b>156</b>
------------------	--	------------

Native Language Materials and Resources in Selected Archives and Repositories Summaries of Site Visits and Surveys	156
Educational Institutions’ Repositories	157
Columbia University	158
Dartmouth College	158
Evergreen State College	158
Harvard University	159
Marquette University	160
Northern Arizona University	161
Sheldon Jackson College	162
Tulane University	163
University of Alaska at Anchorage	163
University of Alaska at Fairbanks	164
University of California at Berkeley	165
University of Florida	166
University of Hawai’i at Hilo	166
University of New Mexico	167
University of Oklahoma	168
University of Pennsylvania	169
University of Washington	170
Federal Repositories	171
Human Studies Film Archives	171
National Anthropological Archives	172
National Archives and Records Administration – Great Lakes	172
Recorded Sound Reference Center	173
State, Private and International Repositories	175
Academy of Motion Picture Arts and Sciences	175
American Museum of Natural History	176
American Philosophical Society	176
Bishop Museum	177
Field Museum	178
Hawaii – The Archives of Hawaii	179
Linguistic Society of America	180
Microsoft Corporation	181
National Hispanic Cultural Center	181
Newberry Library	182
New Mexico State Archives	183
Southwest Museum Library	184
United Nations	185

Walt Disney Company	186
Wheelwright Museum of the American Indian	187
<i>Chapter Notes, "Where to Locate Resources in Selected Educational, Federal and Other Repositories"</i>	188

<b>Chapter 7</b>	<b>What Does Preservation Cost?</b>	<b>189</b>
	Legal Expenses	189
	Physical Repository Checklist of Types of Expenses	190
	Electronic Repository Expenses	192
	Preservation – Expenses and Types of Expenses	193
	Methods of Preserving, Copying and Migrating	193
	Paper	193
	Photographs	193
	Film and Video	194
	Videotape	195
	CD / DVD	196
	The Next Generation DVD	200
	Preservation Photocopying	201
	Digitization	202
	Preservation of Scholarly Journals	203
	Research Reports	203
	About the DLF	204
	Preservation Supplies	206
	Costs of Preservation Materials	207
	<i>Chapter Notes, "What Does Preservation Cost?"</i>	208

<b>Appendix</b>		
A.	Glossary of General Terms	211
	Glossary of Terms Used in "Electronic Language Repositories"	228
	Glossary of Terms Used in "Building a Physical Repository"	231
B.	Project Advisory Work Group Members	235
	Project Team Members	237
C.	Architects	238
D.	Native Heritage Language Programs: Guidelines	240
	Native Heritage Language Programs: Models	244
E.	Disaster Contingency Plan Quiz	246
F.	Disaster Prevention Safety Checklist	247
G.	Emergency Salvage of Water Damaged Papers	250
H.	Security Checklist	253
I.	Smithsonian Institution Staff Disaster Preparedness Procedures	254
J.	Supplies on Hand for Disaster Preparedness	262
K.	NMAI Archival Survey Form	263